



# COUNTY OF LOS ANGELES

## DEPARTMENT OF HUMAN RESOURCES

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**MICHAEL J. HENRY**  
DIRECTOR OF PERSONNEL

January 4, 2005

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, CA 90012

Dear Supervisors:

### **COUNTYWIDE CLASSIFICATION ACTIONS TO IMPLEMENT THE FISCAL YEAR (FY) 2004-2005 BUDGET (ALL DISTRICTS - 3 VOTES)**

#### **IT IS RECOMMENDED THAT YOUR BOARD:**

Approve the accompanying ordinance amending Title 6, Salaries, of the County Code to update the departmental provisions to reflect positions allocated in the FY 2004-2005 Supplemental Budget and to amend the provisional position allocations made in conjunction with Probation Juvenile Halls.

#### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTIONS**

Your Board's approval of the accompanying ordinance will update Title 6 of the County Code to appropriately reflect positions approved in the FY 2004-2005 Supplemental Budget. It will also provide the authority for County departments to fill new positions for classes allocated in the FY 2004-2005 Supplemental Budget. These recommendations are a routine part of the annual budget process.

#### **Implementation of Strategic Plan**

Approval of the accompanying ordinance will further the County Strategic Plan, Organization Effectiveness Goal, to achieve departmental operational needs and to maintain consistency in personnel practices throughout the County.

*To Enrich Lives Through Effective and Caring Service*

## **FISCAL IMPACT/FINANCING**

The cost of and financing for these recommendations have been included in the FY 2004-2005 Supplemental Budget. However, the filling of these positions by departments is subject to your Board's current policy on the hiring freeze.

## **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

### **Title Changes**

Attachment A lists the four (4) represented classes which have been approved for title change by the Employee Relations Commission (ERCOM). Since certification/licensure is a minimum requirement for appointment to the classes of Certified Occupational Therapy Assistant and Licensed Physical Therapist Assistant, title changes have been recommended to remove the redundant references. The title changes recommended for the Speech Pathology Assistant and Audiology Assistant classes will place them in conformity with titles currently used by the American Speech-Language Hearing Association. It will also recognize the status of those persons undergoing the nine-month training required to obtain the Certificate of Clinical Competence. These actions are recommended based upon accepted principles of classification and are important in addressing departmental operational needs and in maintaining consistency in personnel practices throughout the County.

### **Departmental Provisions – Budget Implementation**

This ordinance will implement new positions provided for by your Board on September 28, 2004 for various departments. It will also make technical corrections and minor adjustments to the approved FY 2004-2005 Departmental Provisions.

### **Department of Justice Settlement Agreement**

This ordinance will also amend an earlier ordinance submitted by the Chief Administrative Office and adopted by your Board on November 30, 2004 in conjunction with the Department of Justice (DOJ) Settlement Agreement for Probation Juvenile Halls. The DOJ ordinance contained provisional position allocations which have since been reviewed by the Department of Human Resources to determine the appropriateness of the classes and levels requested.

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Authority

Pursuant to Article III, Section 11(3) of the Charter of the County of Los Angeles, the Board of Supervisors is to provide, by ordinance, for the number of assistants, deputies, clerks, attaches, and other persons employed in the service of the County.

Approvals

- The Chief Administrative Office has reviewed these recommendations.
- The Department of Human Resources has conducted appropriate consultations with the impacted employee organizations.
- The accompanying ordinance implementing amendments to Title 6, Salaries, of the County Code has been approved as to form by County Counsel.

**IMPACT ON CURRENT SERVICES (OR PROJECTS)**

Your approval of these recommendations will enable departments to effect personnel actions associated with the approved budget for FY 2004-2005. Ultimately, this will enhance the quality of services provided to the public.

Respectfully submitted,

MICHAEL J. HENRY  
Director of Personnel

MJH:STS  
CRH:vmh

Attachment

c: Chief Administrative Officer  
Executive Officer, Board of Supervisors  
County Counsel  
Auditor-Controller  
Affected Departments

**ATTACHMENT A**

**REPRESENTED CLASSES RECOMMENDED FOR TITLE CHANGE**

<b>Item No.</b>	<b>Current Title</b>	<b>New Title</b>
5893	Audiology Assistant	Audiology Clinical Fellow
5858	Certified Occupational Therapy Assistant	Occupational Therapy Assistant
5836	Licensed Physical Therapist Assistant	Physical Therapist Assistant
5886	Speech Pathology Assistant	Speech Pathology Clinical Fellow